

**SANDPOINT URBAN RENEWAL AGENCY
MEETING MINUTES OF OCTOBER 2, 2018
7:30 A.M. CITY HALL COUNCIL CHAMBERS**

MEMBERS PRESENT: Eric Paull, Marilyn Sabella, Steve Lockwood, Tom Bokowy, Kendon Perry and Aaron Qualls.

MEMBERS ABSENT: Jacob Humble

STAFF PRESENT: Maree Peck (clerk) and Public Works Director Amanda Wilson.

Meeting was called to order by Chairman Eric Paull at 7:30AM.

Minutes: Minutes for the September 4, 2018 regular meeting were approved as submitted.

Financial Report: Downtown general account \$836,637.24; Revenue Allocation Fund a/c \$1,632,937.02 (\$1.5 million loan proceeds); Northern \$1,631,493.67. Downtown loan balance \$594,374.05 (Series 2011), and \$1,500,000 (Series 2018). Next payments due 3-15-19.

Year-to-date increment received compared to 17/18 budget. Downtown \$607,229.92 (\$586,500), Northern \$564,961.70 (\$600,780). Eric Paull noted all account balances and advances listed are as of September 27, 2018. The loan has been funded with the first payment due March 15, 2019.

Invoices for payment not project specific: \$1,349.00 ICRMP (allocated 50% to each district). **Sabella moved** to approve payment of the invoice in the amount of \$1,349.00. **Perry seconded the motion. Motion passed unanimously with Humble absent.** \$328.09 Bonner County Daily Bee (affidavit of publication 18/19 budget – allocated 50% to each district). **Bokowy moved** to approve payment of the invoice in the amount of \$328.09. **Sabella seconded the motion. Motion passed unanimously with Humble absent.**

Old Business

Downtown streets: 2017/18 Downtown Streets budget - \$1,500,000. Advanced to date: \$0; remaining balance \$1,500,000. Amanda Wilson reported that trees will be planted this week for the Phase I project. Pavers and walls near the swales will be installed next week. Invoices for reimbursement of the downtown revitalization project for fiscal year 2018 will be submitted to the Urban Renewal Board for approval this month. Eric Paull stressed the necessity of entering into a reimbursement agreement as there's no agreement for urban renewal to reimburse the City after urban renewal reimburses \$1.5 million for the downtown revitalization project.

Amanda Wilson said the Phase II project is in the design process. There's a need to become creative for sequencing and staging of the project. City staff will meet with downtown businesses later this month to discuss duration of the project. There is an option to end the project at Main Street and finish the project a different year. The challenge with this option is that it will take multiple years of construction. Construction during the winter season will escalate the costs. Currently, there is more construction work than labor force.

Invoice for approval \$16,500 (Hawley Troxell legal services bond counsel). **Lockwood moved** to approve payment of the invoice in the amount of \$16,500. **Sabella seconded the motion. Motion passed unanimously with Humble absent.** Invoice for approval \$1,789.30 (Elam & Burke). **Perry moved** to approve payment of the invoice in the amount of \$1,789.30. **Bokowy seconded the motion. Motion passed unanimously with Humble absent.**

Downtown Street Engineering: 2017/18 budget \$150,000. Advanced to date: \$37,615.78 remaining balance \$112,384.22. Invoice for approval \$0. Amanda Wilson explained that downtown street engineering is reserved for Phase II design.

Oak Street: 2017/18 budget \$100,000. Advanced to date: \$1,447.76, remaining balance \$98,552.24. Invoice for approval \$0. Amanda Wilson reported that substantial completion was issued last month. She said invoices for this project including invoices for the downtown revitalization project will be submitted on or about October 16th.

Art: Downtown funds; \$87,958.77; Northern \$135,728.57.

a) **Silver Box Project;** advanced to date \$7,595.30; Remaining balance \$12,404.70; Invoices for approval \$0. No report was provided on this project.

b) **Schweitzer Roundabout Public Art;** budget \$113,500.00; Advanced to date: \$30,000. Remaining balance \$83,500. Invoice for approval \$0. No report was provided on this project.

Northern URD Update: Review plan amendment process. Update on University of Idaho property. Invoice for approval \$717.76 (Elam & Burke plan amendment). Paid to date \$16,201.31. **Perry moved** to approve payment of the invoice in the amount of \$717.76. **Qualls seconded the motion. Motion passed unanimously with Humble absent.** Eric Paull reported that the plan amendment is still on hold. SURA's participation on a sewer project on Boyer Avenue is an entirely different project that will require an eligibility and feasibility study which may take from four to five months for the entire project.

New Business

ICRMP – rejection of Terrorism Coverage. **Lockwood moved** to reject Terrorism Coverage. **Qualls seconded the motion. Motion passes unanimously with Humble absent.**

Adjourn 7:49 a.m.

Next regular meeting, November 6, 2018, 7:30 a.m. City Hall Council Chambers.